

FINANCE COMMITTEE MEETING  
MINUTES  
July 24, 2018

**Members Present:** Clyde Bunch, Annette Fulgenzi, Craig Hall, Lisa Hills, John O'Neill, George Preckwinkle, Cathy Scaife, Todd Smith, Greg Stumpf, Lori Williams

**Members Absent:** Linda Fulgenzi, David Mendenhall, Rose Ruzic

**Others Present:** Sharmin Doering, Tim Eggleston, Andy Goleman, Brad Hammond, Brian McFadden, James Stone, Charlie Stratton, Terry Viar, Denise McCrady (Secretary)

Chairman George Preckwinkle called the meeting to order at 5:00 p.m.

Preckwinkle requested a motion to approve the minutes from the July 10, 2018 meeting of the Finance Committee. A motion to approve the minutes was made by Smith and seconded by Bunch. Motion carried (10-0).

Tim Eggleston, Comptroller, addressed the Committee requesting approval to hire a replacement Control Room Operator at an annual salary of \$31,514 effective on or after July 25, 2018. A motion to approve the request was made by Williams and seconded by Scaife. Motion carried (10-0).

James Stone, Public Health, addressed the Committee requesting approval to hire a replacement Clerk Typist II at an annual salary of \$34,523.56 effective August 13, 2018 and a replacement Health Educator at an annual salary of \$36,905.55 effective on or after July 25, 2018. A motion to approve both requests was made by Smith and seconded by Hills. Motion carried (10-0).

Sharmin Doering, Community Resources, addressed the Committee regarding the recent audit finding pertaining to her department. Doering reported on the updated fiscal procedures, material weaknesses, and the corrective actions that have been in place. This includes that on all drawdowns, there will be a print out from both accounts that will compare expenses to the drawdown. Doering will sign off on all drawdowns.

Brian McFadden, County Administrator, reported to the Committee that the Temporary Salary Policy will be presented at the August 14<sup>th</sup> meeting. A handout for the budget review for the 2<sup>nd</sup> Quarter was given to the Committee members. Salaries and benefits are trending as projected at under 50%, with all expenses trending at projected at close to 48%. 3<sup>rd</sup> Quarter expenditures are being closely watched due to a population increase at the Juvenile Center with short staffing and State cuts, the Sheriff's Corrections Investigations and Patrol overtime costs, mandated State training, and the Public Defender staffing requests.

McFadden presented to the Committee information on the Procurement Policy and Procedures which included code and policy changes. There will be changes in the approval process at three different cost thresholds, and approval will come from the Oversight Committees and, if required, County Board prior to the purchases being made. The Procurement Policy and Procedures will be sent to all members prior to the August 14<sup>th</sup> meeting when a vote to adopt will be taken. Once adopted, the new policies and procedures will be effective September 1, and will start December 1.

There was no old business or public comment. Andy Goleman introduced Dan Bedell, Deputy Auditor; Bedell reported on the electronic recycling event held in May. There were 12 departments who participated in this event with 363 items removed from inventory and recycled.

Preckwinkle requested a motion to approve the requisitions. A motion to approve the requisitions was made Bunch and seconded by Hall. Motion carried (10-0).

A motion to adjourn was made by Scaife and seconded by Bunch. Motion carried (10-0). Meeting adjourned.